

Non-Discrimination Policy

No:	HR 2.01.01	Type:	Policy
Department:	Human Resources		
Approval Date:	12/15/2006	Approval:	

Purpose

To establish a policy for the City of Las Vegas to provide equal opportunity to all persons.

Scope

All Employees.

Policy

It is the fundamental policy of the City of Las Vegas to provide equal opportunity to all persons in all aspects of employment, benefits, programs, activities, and services without regard to race religion, color, sex, age, national origin, political affiliation, sexual orientation, or disability.

The City of Las Vegas has and will continue to pursue a course of action aimed at affording equal employment opportunity to all employees and applicants for employment. The City accomplishes this end through a positive and continuing program of specific policies and practices in recruitment, hiring, training, promotion, and all aspects of employment and benefits. We are strongly committed to a policy of non-discrimination in all aspects of personnel decisions. The City of Las Vegas does not discriminate on the basis of race, religion, color, sex, age, national origin, political affiliation, sexual orientation, or disability. Furthermore, the City will not allow harassment of any nature on the basis of race, religion, color, sex, age, national origin, political affiliation, sexual orientation, or disability.

Non-Discrimination on the Basis of Disability

The City shall make reasonable accommodations to individuals with disabilities consistent with the Americans with Disabilities Act. Any requests for accommodations should be directed to the Department of Human Resources.

Sexual Harassment

It is the policy of the City to prohibit any and all forms of sexual harassment and sexually harassing conduct of employees. There are two types of sexual harassment: Quid Pro Quo and hostile work environment. Both are strictly prohibited.

Quid Pro Quo occurs when submission to or rejection of sexual conduct is used as the basis for employment decisions. Hostile work environment exists when the work place is permeated with

discriminatory intimidation, ridicule, and insult sufficiently severe to alter the conditions of employment. It can occur when a person is subject to verbal or physical conduct of a sexual nature. Sexual harassment includes, but is not limited to:

- Unwelcome sexual advances
- Requests for sexual favors or other verbal or physical conduct of a sexual nature when such behaviour is explicitly or implicitly a term or condition of an individual's employment
- Submissions to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

The City has a zero-tolerance policy which absolutely prohibits sexual harassment and sexually harassing conduct. Appropriate disciplinary measures will be taken against any employee who causes, engages in, encourages, condones, or otherwise permits, sexual harassment, as well as supervisory or other responsible employees who fail to take corrective action. The City shall take whatever steps are necessary, up to and including dismissal, to prevent the occurrence of sexual harassment in City employment. The City shall maintain a working environment for its employees that is free from sexual harassment and sexually harassing conduct.

Reporting

Any person who believes that he or she has been the victim of sexual harassment, discrimination or who has any knowledge of that kind of behavior is urged to report such conduct immediately to your supervisor or manager.

References

Title VII of the Civil Rights Act

American's with Disabilities Act

NRS 613, Employment Practices